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MEMORANDUM FOR: Acting Deputy Director (Administration)

FROM : Chief of Logistics

SUBJECT : Proposed Move of Director of Central Intelligence
to South Building

1. Reference is made to prior discussions concerning the proposed move of the Director of Central Intelligence from the Administration Building to the South Building. The attached floor plans were prepared to show recommended space allocation.

2. Sufficient space can be developed for the above mentioned move by the evacuation of the Office of Operations and Contact from 13,370 square feet of space in the South Building. Negotiations with General Services Administration are now in progress relative to the assignment of adequate space in Barton Hall to accommodate the OO and Contact activities.

3. The Office of National Estimates presently occupies Rooms 104, 108, 200, 206, 210, 214 and 218, comprising 1,475 square feet of space in the South Building. Since these rooms are required for DCI occupancy, a total of 2,195 square feet of space is being provided for ONE use in the east wing, second floor of this building.

4. The proposed plan contemplates the retention of the emergency Communications Center and the Conference Room in the Administration Building. The office of the Acting Deputy Director (Administration) will remain in the Administration Building but will be relocated on the first floor.


5. The following preliminary estimate was rendered by the GSA covering certain proposed renovations in the South Building:

a. Tunnel between Administration and South Buildings	\$ 4,000.00
b. New automatic elevator (west end)	22,000.00
c. Lavatory between Director's and Deputy Director's offices	800.00
d. Kitchen (present equipment to be installed)	1,500.00
e. Director's dining room (removal of projection)	50.00

Acting Deputy Director (Administration)

f. Wood stud partitions, plastered both sides	\$ 5,500.00
g. New office doors	2,700.00
h. Painting throughout second floor and DCI portion of third floor	3,000.00
i. Air conditioning throughout second floor and DCI portion of third floor (central system)	52,000.00
j. Kalamein door to emergency stairway	175.00
Total	<u>91,725.00</u>
10% Contractor's overhead	9,173.00
	<u>100,898.00</u>
10% Contractor's profit	10,090.00
	<u>110,988.00</u>
10% GSA Engineering fee	11,098.00
Total	<u>\$ 122,086.00</u>

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JAMES A. GARRISON
Chief of Logistics

Attachment:
Floor plans

** Believe that this figure is too low. i.e. tunnel, lavatory, wiring, decorating, etc. Recommend that you use a round figure of \$160,000 until we can make a more detailed estimate.*
JAG

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ORIGINAL DOCUMENT MISSING PAGE(S):

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